

Arizona State Historic Preservation Office (SHPO)

National Register Nomination Checklist

Name of property: _____

Name of person preparing nomination: _____

E-mail address for contact person: _____

Each item in the checklist below is required in order for your National Register nomination to be processed. Please check off the completed items under "Preparer" and include this checklist with your submitted nomination. Leave the boxes under SHPO blank. Note: All page numbers refer to the publication *How to Complete the National Register Registration Form* available from the SHPO office website or from www.cr.nps.gov/nr/publications/bulletins.htm. If you have questions regarding this form or nominations in general, please contact Vivia Strang, National Register Coordinator, at vstrang@azstateparks.gov or 602.364.0628.

SHPO	Preparer	Item
		National Register registration form, NPS form 10-900, completed (available as Microsoft Word template by request at the email address below)
		Section 7
		Summary paragraph per page 28
		Description of property per pages 24-34
		Statement about integrity, how much original material is left intact
		Section 8
		Summary paragraph, including applicable Criteria, per page 45
		Criteria Considerations and how they are met, per page 45
		Statement of Significance per pages 45-50
		Section 9
		Bibliography per page 52
		Section 10
		UTM References
		Verbal boundary description (boundary of nominated property)
		Boundary justification (why those boundaries have been chosen)
		Photographs
		Two sets of black and white photos, labeled in pencil per page 64 (see National Register Photo Policy for digital photos). Color photographs are now acceptable with NRN as long as they are TIFF images. This means prints can now be in either color or black & white as long as they are TIFFs.
		Additional items
		Two USGS quad maps labeled in pencil per page 63
		Site plan of the property including: Photos keyed to plan North arrow Major streets All building/major features of property
		Continuation sheets
		Required header information on each sheet, per page 60

NOTE: A final copy of the nomination, with revisions, will be required after the State Review Board (HSRC) has reviewed the nomination and made comments.

You may send a copy of the nomination and digital photos on disk in Microsoft Word or e-mail a copy to vstrang@azstateparks.gov